

MINUTES OF SPECIAL MEETING OF THE BOARD OF DIRECTORS
WEST BASIN MUNICIPAL WATER DISTRICT

JUNE 21, 2007

A special meeting of the Board of Directors of the West Basin Municipal Water District was held on Thursday, June 21, 2007, at 10:00 a.m., at the District Headquarters, 17140 South Avalon Boulevard, Suite 210, Carson, California.

President Dear called the meeting to order at 10:18 a.m. and presided thereover.

1. **DETERMINATION OF QUORUM.** President Dear declared there was a quorum with the following Directors present: Dear, Gray, Little, Kwan and Smith. Also present at the meeting were General Manager Nagel and District Counsel O'Neill.

PLEDGE OF ALLEGIANCE. Donna Varner led the Pledge.

2. **PUBLIC COMMENT AND PRESENTATIONS.** (Members of the public are invited to present comments to the board on matters within the District's jurisdiction but not on the agenda. The public may present comments on agenda items when the matter is called.)

Water is Life Student Art Contest Presentation: Darryl Ramos-Young introduced the Honorable mention winner Celeste Scott from Trinity Lutheran School in Hawthorne. Director Dear made a certificate presentation and photos were taken. Darryl introduced the Honorable mention winner Dana Padilla from Caroldale Learning Community in Carson. Director Smith made a certificate presentation and photos were taken. Darryl introduced the Grand Prize winner, Doyoun Park from Jefferson Elementary in Redondo Beach. Director Kwan made a certificate presentation and the grand prize of an Apple iBook and photos were taken.

NOTE: At the discretion of the Board, all items appearing on this agenda, whether or not expressly listed for action, may be deliberated and may be subject to action by the Board. None.

3. **METROPOLITAN WATER DISTRICT**

Staff provided a brief update on Metropolitan Board actions for June.

CONSENT CALENDAR

4. **ACTION ON MINUTES – May 3, 2007 (Met Directors); May 4, 2007 (Special)**

ACTION: Upon a motion duly made by Director Little and seconded by Director Gray, the Board approved the minutes as submitted; Director Kwan abstained.

5. **FINANCIAL REPORT**

A. Demands Demand Numbers 1181 through 1183 and 29556 through 29763 (Excluding

Demand Number No.s 29586, 29593, 29610, 29628, 29635, and 29742) for a total in the amount of \$9,206,297.65 including wire transfers to MWD and Union Bank of California.

B. Cash & Investment Report

C. Water Sales Statements

D. Recycled Water and Revenue Expense Summary

6. RECYCLED WATER CUSTOMER DEVELOPMENT PROJECT UPDATE

ACTION: Upon a motion duly made by Director Little and seconded by Director Gray, the Board approved Item 6 and 7.

AB1234 REPORTING COMPLIANCE

7. Members of the legislative body shall provide brief reports (written or oral) on meetings attended at the expense of the local agency at the next regular meeting of the legislative body.

Director Kwan reported that she attended a Bureau of Reclamation tour of Lake Mead.

ACTION ITEMS

President Dear moved Item 10 up on the agenda without objection.

10. RESOLUTION NO. 06-07-858 – 1997A REFUNDING REVENUE CERTIFICATES OF PARTICIPATION

RECOMMENDATION: That the Board of Directors approves, adopts, and authorizes the President to sign Resolution No. 06-07-858 "RESOLUTION OF THE BOARD OF DIRECTORS OF WEST BASIN MUNICIPAL WATER DISTRICT AUTHORIZING THE EXECUTION AND DELIVERY OF CERTAIN DOCUMENTS IN CONNECTION WITH THE EXECUTION AND DELIVERY OF NOT TO EXCEED \$22,000,000 ADJUSTABLE RATE REFUNDING REVENUE CERTIFICATES OF PARTICIPATION SERIES 2007A AND CERTAIN OTHER MATTERS."

ACTION: Upon a motion duly made by Director Little and seconded by Director Kwan, the Board adopted Resolution No. 06-07-858 by the following roll call vote:

Smith	Abstain
Gray	Aye
Kwan	Aye
Little	Aye
Dear	Aye

8. ADOPT PROPOSED FISCAL YEAR BUDGET 2007-08

RECOMMENDATION: That the Board adopts the proposed Fiscal Year 2007-08 Budget.

ACTION: Upon a motion duly made by Director Gray and seconded by Director Little, the Board adopted the FY 2007-08 Budget by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	Aye
Little	Aye
Dear	Aye

9. AUDITING SERVICES FOR FISCAL YEAR 2006-07, 2007-08, AND 2008-09

RECOMMENDATION: That the Board authorizes the General Manager to enter into a contract with Mayer Hoffman McCann P.C. for auditing services for the Fiscal Years ending June 30, 2007, June 30, 2008, and June 30, 2009 for an amount not-to-exceed \$138,000.

11. BEREAVEMENT LEAVE POLICY

RECOMMENDATION: That the Board approves the revised Bereavement Policy effective February 1, 2007.

ACTION: Upon a motion duly made by Director Little and seconded by Director Gray, the Board approved the revised Policy as follows:

3-4.409 BEREAVEMENT LEAVE

Regular full-time employees may take a leave of absence, normally not-to-exceed ten working days per year per bereavement loss, by reason of death in the immediate family of the employee or employee's spouse. Immediate family includes: the spouse, partner, child, stepchild, parent, stepparent, grandparent, grandchild, mother-in-law/father-in-law, son-in-law/daughter-in-law, brother, sister of the employee or employee's spouse, or any relative living in the immediate household of the employee. Leave need not be taken in consecutive days, but shall be taken within two weeks of the date of death. The General Manager may grant additional time, but the time must be charged against the employee's accumulated sick leave benefits.

12. POLICY FOR BOARD MEETINGS THAT FALL ON A DISTRICT HOLIDAY

RECOMMENDATION: That the Board considers a policy for regular Board meetings that fall on District holidays as follows:

"If the fourth Monday of the month is a District holiday, the Regular Board meeting will be held on the next day, except for the Christmas Eve and Christmas Day holiday then the Regular Board meeting would be held on the third Monday of the month."

ACTION: Upon a motion duly made by Director Gray and seconded by Director Smith, the Board approved the policy for Board meetings that fall on District holidays.

13. APPOINTMENT OF BOARD SECRETARY, BOARD TREASURER, AND DEPUTY SECRETARY AND DEPUTY TREASURER

RECOMMENDATION: That the Board considers:

1. Appointing a Board member as Board Secretary and appointing a staff member as Deputy Secretary and delegating the Deputy Secretary to perform the duties as referenced in the memorandum;
2. Appointing a Board member as Board Treasurer and appointing a staff member as Deputy Treasurer;
3. Revise the Investment Policy reflecting that the Treasurer will be an appointed Board member and the Deputy Treasurer will be an appointed Finance staff member that will be delegated with the authority and responsibility for the overall District investment program.

ACTION: Upon a motion duly made by Director Smith and seconded by Director Gray, the Board approved recommendations 1, 2, and 3.

ACTION: Director Gray nominated Director Smith for Board Secretary was seconded by Director Little and the Board unanimously voted Aye for Director Smith as Board Secretary.

ACTION: Director Smith nominated Director Gray for Board Treasurer was seconded by Director Little and the Board unanimously voted Aye for Director Gray as Board Treasurer.

ACTION: Upon a motion by Director Little and seconded by Director Gray to appoint Margaret Moggia as Deputy Treasurer and Charlene Jensen as Deputy Secretary, was unanimously approved by the Board.

14. CODE OF CONDUCT REVISIONS

RECOMMENDATION: That the Board approves the Code of Conduct revisions as submitted.

ACTION: Upon a motion duly made by Director Little and seconded by Director Gray to approve Sections 1-16 and Section 18-20 as submitted was approved by the Board by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	Aye
Little	Aye

Dear Aye

ACTION: Upon a motion duly made by Director Smith and seconded by Director Little to approve Section 17 was approved by the Board by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	No
Little	Aye
Dear	Aye

ACTION: Upon a motion duly made by Director Smith and seconded by Director Gray to revise the Code of Conduct adding language under Business meals to allow meal reimbursement to a District Representative was approved by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	Aye
Little	Aye
Dear	Aye

President Dear recessed the meeting at 11:50 a.m. without objection.

President Dear reconvened the meeting at 12:25 p.m.

15. ADMINISTRATIVE CODE REVISIONS

RECOMMENDATION: That the Board approves the revisions to the Administrative Code as submitted and adopts, and authorizes the President to sign Resolution No. 06-07-859 "A RESOLUTION OF THE BOARD OF DIRECTORS OF WEST BASIN MUNICIPAL WATER DISTRICT AS IT RELATES TO THE ADMINISTRATIVE CODE AND REPEALING RESOLUTION NO. 04-98-703."

ACTION: Upon a motion duly made by Director Little and seconded by Director Gray to approve the Administrative Code revisions except for Section 2-1.509, was approved by the Board by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	Aye
Little	Aye
Dear	Aye

ACTION: Upon a motion duly made by Director Smith and seconded by Director Gray to approve Administrative Code Section 2-1.509 was approved by the Board by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	No
Little	Aye
Dear	Aye

ACTION: Upon a motion duly made by Director Gray and seconded by Director Smith, the Board adopted Resolution No. 06-07-859 effective July 1, 2007 as it relates to the Administrative Code by the following roll call vote:

Smith	Aye
Gray	Aye
Kwan	Aye
Little	Aye
Dear	Aye

16. ACWA REGION 8 CALL FOR NOMINATIONS

RECOMMENDATION: That the Board approves, adopts, and authorizes the President to sign Resolution No. 06-07-857 "A RESOLUTION OF THE BOARD OF DIRECTORS OF WEST BASIN MUNICIPAL WATER DISTRICT PLACING IN NOMINATION RONALD C. (RON) SMITH AS MEMBER OF THE ASSOCIATION OF CALIFORNIA WATER AGENCIES REGION 8 BOARD MEMBER."

ACTION: Director Gray nominated Director Smith as ACWA Region 8 Board Member was seconded by Director Little and unanimously approved by the Board.

ACTION: Upon a motion duly made by Director Little and seconded by Director Gray, the Board unanimously adopted Resolution No. 06-07-857.

17. COMPREHENSIVE LARGE LANDSCAPE PILOT PROGRAM

RECOMMENDATION: That the Board authorizes the General Manager to enter into an Agreement with Environmental Water Management for a period of one year, commencing on July 1, 2007 and concluding on June 30, 2008, for a contract amount of \$43,750, plus a 10% contingency, for a total not-to-exceed amount of \$48,125.